

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, January 3, 2018

- I. **Call to Order & Roll Call** Vice Chair Batilo called the meeting to order at 7:03 PM
Present: Vice Chair Batilo, Commissioners Bilbao, Kathapurkar, Leon, Manassau, Rosario, Sharma

Alternate Commissioners Present: Lee, Chen, Gandhi

Absent: Mohsin (excused)
Commissioner Truong was absent at roll call and arrived late
- II. **Seating of Alternates** – Lee, Chen
- III. **Pledge of Allegiance** – Vice Chair Batilo led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Rosario motioned, and Commissioner Manassau seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of December 6, 2017** – Commissioner Bilbao motioned, and Commissioner Leon seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Staff Liaison Tim Wong said the CDBG applications are out and the deadline is February 2. It is difficult to say what the budget will be but staff is moving forward assuming that it stays the same as last year.
- VIII. **Liaison Report** – Vice Mayor Grilli said the new Chief of Police is Armando Corpuz and his pinning ceremony will be held on January 8. The Fire Chief and Building Director have both retired and there will be a recruitment to fill their positions, as well as for a new City Manager.
- IX. **Business Items**

A. Election of Chair and Vice Chair

Vice Chair Batilo opened nominations for the position of Chair.

Commissioner Bilbao motioned, and Commissioner Lee seconded, to nominate Thelma Batilo.

Commissioner Leon motioned, and Commissioner Lee seconded, to nominate Syed Mohsin.

Commissioner Lee motioned, and Commissioner Gandhi seconded, to nominate Oscar Leon.

Votes were counted and Thelma Batilo was elected Chair.

Chair Batilo opened nominations for the position of Vice Chair.

Commissioner Lee motioned, and Commissioner Bilbao seconded, to nominate Oscar Leon.

Commissioner Bilbao motioned, and Commissioner Lee seconded, to nominate Ashish Kathapurkar.

Commissioner Manassau motioned, and Commissioner Gandhi seconded, to nominate Mike Bilbao.

Commissioner Sharma motioned, and Commissioner Bilbao seconded, to nominate Syed Mohsin as Vice Chair.

Votes were counted and Ashish Kathapurkar was elected Vice Chair.

B. Town Hall Meeting

Commissioner Leon said the subcommittee decided to hold the event on Saturday, January 27, one week later than originally planned, as the school district had a conflict. Representatives from various schools will attend and highlight their programs.

The commission's role is to assist with public outreach and disseminate flyers, provide refreshments, and attend the event.

C. Spring Cleaning Day

The cleanup is scheduled for March 3, 2018 and Milpitas Cares will be participating. The subcommittee was unable to meet and propose locations. Mr. Wong made a few recommendations, including the Selwyn and Edsel areas, and suggested mobile home parks as an option as well.

Commissioner Leon motioned, and Commissioner Chen seconded, to have the cleanup event in a mobile home park. Motion carried unanimously.

The subcommittee will reach out to Friendly Village Mobile Home Park, and Pioneer Mobile Home Park, to check their availability for March 3.

D. CAC Budget

Mr. Wong said there was an expenditure of \$95.38 for business cards for Commissioner Mohsin.

The Budget subcommittee proposed various budget expenditures including \$575 for marketing which would include items such as business cards, flyers, banners, and giveaways. Commissioner Leon proposed the following expenditures for the Town Hall meeting: \$100 for Facebook marketing, \$100 for copies, and \$150 for refreshments.

Commissioner Leon motioned, and Commissioner Chen seconded, to expend \$350 for the Town Hall meeting. Motion carried unanimously.

Commissioner Leon motioned, and Commissioner Bilbao seconded, to table further discussion of the remaining funds until the next meeting. Motion carried unanimously.

E. Milpitas Gateway Sign

There was no subcommittee update on the feasibility of a gateway sign.

F. CDBG Public Hearing Process/Workshop

Mr. Wong said staff is happy to provide a workshop in late January or early February for commissioners who want a refresher course on the CDBG process.

- X. Commissioners Round Table** – Mr. Wong said the City is moving forward with an Affordable Housing Ordinance, and he will share information with the commission regarding special meetings.

Review Subcommittee Member Assignments and Update as Needed

Budget	Leon, Lee, Gandhi, Kathapurkar (A)
Make a Difference Day:	Batilo, Mohsin, Lee, Sharma (A)
Milpitas Sign	Truong, Rosario, Batilo, Kathapurkar (A)
National Night Out:	Mohsin, Manassau, Truong, Chen (A)
NBO Awards:	Chen, Manassau, Rosario, Leon (A)
Spring Cleanup Day:	Sharma, Manassau, Batilo, Lee (A)
Town Hall Meeting:	Gandhi, Leon, Sharma, Truong (A)
Tree Planting:	Kathapurkar, Bilbao, Rosario, Mohsin (A)

- XI. Adjournment** – The meeting was adjourned at 8:35 PM to the next meeting of February 7, 2018.